

## Minutes

### Finance and Administration Committee Minutes of 2/11/20

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|---------------|----------------------------------------|
| Location:     | Tom Davies Square -<br>Council Chamber |
| Commencement: | 4:05 PM                                |
| Adjournment:  | 6:52 PM                                |

## Councillor Jakubo, In the Chair

|                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
|----------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Present        | Councillors Signoretti, Montpellier [D 6:16 p.m.], McCausland, Kirwan, Lapierre, Jakubo, Sizer, McIntosh, Cormier, Leduc, Landry-Altmann [D 5:26 p.m., A 5:44 p.m.]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| City Officials | Kevin Fowke, General Manager of Corporate Services; Tony Cecutti, General Manager of Growth and Infrastructure; Ed Stankiewicz, Executive Director of Finance, Assets and Fleet; Steve Jacques, General Manager of Community Development; Joseph Nicholls, General Manager of Community Safety; Joanne Kelly, Director of Human Resources and Organizational Development; Marie Litalien, Acting Director of Communications & Community Engagements; Meredith Armstrong, Acting Director of Economic Development; Ron Foster, Auditor General; Randy Halverson, Director of Linear and Infrastructure Services; Kyla Bell, Manager of Taxation; Eleethea Savage, Special Projects Manager; Eric Labelle, City Solicitor and Clerk; Julie Lalonde, Clerk's Services Assistant; Nia Lewis, Clerk's Services Assistant |

## DECLARATIONS OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

None declared.

### Rules of Procedure

Councillor Jakubo moved that the order of the agenda be altered to deal with R-1, World Trade Center Proposal, following Community Delegations.

**CARRIED BY TWO-THIRDS MAJORITY**

## Community Delegations

## World Trade Centre Group

Cody Cacciotti, Director, World Trade Center Greater Sudbury, Marianne Matichuk, Director, World Trade Center Greater Sudbury, and Martin Salloum, Regional Director, North America, World Trade Centers Association, provided an electronic presentation regarding the World Trade Center Group for information only.

## **Managers' Reports**

### R-1 World Trade Center Proposal

Report dated January 28, 2020 from the Chief Administrative Officer regarding World Trade Center Proposal.

For Information Only.

#### Staff Direction

The following resolution was presented:

FA2020-06 Cormier/Jakubo: THAT as part of the development of the Junction West project (Convention and Performance Centre), the City of Greater Sudbury directs staff to undertake additional due diligence regarding the World Trade Center Greater Sudbury proposal to:

1. Learn about the role the municipal government has played in the creation and/or operation of World Trade Center locations in other Canadian cities;
2. Prepare a Concept Development and Local Market Analysis with support provided by CERE on a single-source basis in order to leverage the work the firm has done on Greater Sudbury's conference market for the Junction West project, at a cost not to exceed \$35,000 to further build Council's understanding of the World Trade Center Greater Sudbury Business Proposal as presented at the February 11, 2020 meeting of the Finance and Administration Committee; and

THAT the results of this analysis are presented to Council through the Finance & Administration Committee by Q3 of 2020.

#### Rules of Procedure

Councillor Landry-Altmann presented a friendly amendment to include that the Concept Development and Local Market Analysis be funded from the GSDC budget or the Economic Development budget. The friendly amendment was accepted by Councillor Cormier.

The following is the resolution with the inclusion of the friendly amendment:

FA2020-06 Cormier/Jakubo: THAT as part of the development of the Junction West project (Convention and Performance Centre), the City of Greater Sudbury directs staff to undertake additional due diligence regarding the World Trade Center Greater Sudbury proposal to:

1. Learn about the role the municipal government has played in the creation and/or operation of World Trade Center locations in other Canadian cities;
2. Prepare a Concept Development and Local Market Analysis with support provided by CERE on a single-source basis in order to leverage the work the firm has done on Greater Sudbury's conference market for the Junction West project, at a cost not to exceed \$35,000 to

be funded from the GSDC budget or the Economic Development budget, to further build Council's understanding of the World Trade Center Greater Sudbury Business Proposal as presented at the February 11, 2020 meeting of the Finance and Administration Committee; and

THAT the results of this analysis are presented to Council through the Finance & Administration Committee by Q3 of 2020.

**CARRIED**

*At 5:26 p.m., Councillor Landry-Altmann departed.*

#### Recess

At 5:26 p.m., the Committee recessed.

#### Reconvene

At 5:43 p.m., the Committee reconvened.

### **Adopting, Approving or Receiving Items in the Consent Agenda**

The following resolution was presented:

FA2020-07 McIntosh/Sizer: THAT the City of Greater Sudbury approves Consent Agenda Item C-1.

**CARRIED**

The following is the Consent Agenda item:

### **Routine Management Reports**

#### **C-1      Healthy Community Initiative Fund Applications**

Report dated January 20, 2020 from the General Manager of Community Development regarding Healthy Community Initiative Fund Applications.

FA2020-08 McIntosh/Sizer: THAT the City of Greater Sudbury approves the Healthy Community Initiative Fund requests, as outlined in the report entitled "Healthy Community Initiative Fund Applications", from the General Manager of Community Development, presented at the Finance and Administration Committee meeting on February 11, 2020;

AND THAT the City of Greater Sudbury directs staff to prepare a by-law to implement the recommended changes.

**CARRIED**

*At 5:44 p.m., Councillor Landry-Altmann returned.*

### **Presentations**

Kevin Fowke, General Manager of Corporate Services, provided an electronic presentation regarding the CAO and Corporate Services 2020 Outlook Presentation for information only.

## **Managers' Reports**

### **R-2      Reserves, Reserve Funds and Trust Funds By-Law Update**

Report dated January 29, 2020 from the General Manager of Corporate Services regarding Reserves, Reserve Funds and Trust Funds By-Law Update.

The following resolution was presented:

FA2020-09 McIntosh/Sizer: THAT the City of Greater Sudbury directs staff to present a by-law to revise the Reserves, Reserve Funds and Trust Funds By-Law to reflect the changes outlined in the report entitled "Reserves, Reserve Funds and Trust Funds By-Law Update", from the General Manager of Corporate Services, presented at the Finance and Administration Committee meeting on February 11, 2020; and

THAT the City of Greater Sudbury approves the commitment of \$2.2 million from the Human Resources Reserve Fund towards succession planning initiatives; and

THAT the City of Greater Sudbury adopts the policy contained in Appendix D of the report from the General Manager of Corporate Services dated February 11, 2020.

*At 6:16 p.m., Councillor Montpelier departed.*

### **Rules of Procedure**

Councillor Kirwan presented the following amendment:

FA2020-09-A1 Kirwan/Signoretti: THAT the resolution be amended to add "make best efforts to" after the word shall in the last bulleted paragraph under 7.1 of the Reserve and Reserve Fund Policy

**CARRIED**

The following resolution was presented:

FA2020-09 McIntosh/Sizer: THAT the City of Greater Sudbury directs staff to present a by-law to revise the Reserves, Reserve Funds and Trust Funds By-Law to reflect the changes outlined in the report entitled "Reserves, Reserve Funds and Trust Funds By-Law Update", from the General Manager of Corporate Services, presented at the Finance and Administration Committee meeting on February 11, 2020; and

THAT the City of Greater Sudbury approves the commitment of \$2.2 million from the Human Resources Reserve Fund towards succession planning initiatives; and

THAT the City of Greater Sudbury adopts the policy contained in Appendix D of the report from the General Manager of Corporate Services dated February 11, 2020.

Subject to an amendment to add "make best efforts to" after the word shall in the last bulleted paragraph under 7.1 of the Reserve and Reserve Fund Policy.

**CARRIED**

R-3

Snow Plowing for Winter Controls - Term of Contract

Report dated January 28, 2020 from the General Manager of Growth and Infrastructure regarding Snow Plowing for Winter Controls - Term of Contract.

The following resolutions were presented:

Resolution #1

FA2020-10 McIntosh/Sizer: THAT the City of Greater Sudbury authorizes the Award of contract ISD 19-70 – Part A, “Winter Operations Snow Plowing Services”, to Pioneer Construction Inc. at an estimated annual cost of \$ 980,000, for an eight-year term of contract with two single-year extension options, as outlined in the report “Winter Control Plowing Services – Contract Award” from the General Manager of Growth and Infrastructure at the Finance and Administrative Committee Meeting of February 11, 2020.

**CARRIED**

Resolution #2

FA2020-11 McIntosh/Sizer: THAT the City of Greater Sudbury authorizes the Award of contract ISD 19-70 – Part B, “Winter Operations Snow Plowing Services”, to Belanger Construction (1981) Inc. at an estimated annual cost of \$ 598,500, for an eight-year term of contract with two single-year extension options, as outlined in the report “Winter Control Plowing Services – Contract Award” from the General Manager of Growth and Infrastructure at the Finance and Administrative Committee Meeting of February 11, 2020.

**CARRIED**

Resolution #3

FA2020-12 McIntosh/Sizer: THAT the City of Greater Sudbury authorizes the Award of contract ISD 19-70 – Part C, “Winter Operations Snow Plowing Services”, to Belanger Construction (1981) Inc. at an estimated annual cost of \$ 598,500, for an eight-year term of contract with two single-year extension options, as outlined in the report “Winter Control Plowing Services – Contract Award” from the General Manager of Growth and Infrastructure at the Finance and Administration Committee Meeting of February 11, 2020.

**CARRIED**

R-4

Request for Decision to Delegate Tax Appeals Under Section 357(1)(d.1) to the Assessment Review Board

Report dated January 15, 2020 from the General Manager of Corporate Services regarding Request for Decision to Delegate Tax Appeals Under Section 357(1)(d.1) to the Assessment Review Board.

The following resolution was presented:

FA2020-13 Kirwan/Leduc: THAT the City of Greater Sudbury directs staff to prepare a by-law pursuant to subsection 357(11) of the Municipal Act, 2001, providing authority to delegate Council's authority to the Assessment Review Board only to exercise Council's powers and functions under subsections 357(1) and (5) with respect to applications made under subsection 357(1)(d.1) regarding an application for the cancellation, reduction or refund of taxes where the applicant is unable to pay taxes because of sickness or extreme poverty;

AND FURTHER THAT the City Clerk be directed to give a certified copy of the by-law to the

registrar of the Assessment Review Board and to the Municipal Property Assessment Corporation, as outlined in the report entitled "Request for Decision to Delegate Tax Appeals Under Section 357(1)(d.1) to the Assessment Review Board", from the General Manager of Corporate Services, presented at the Finance and Administration meeting on February 11, 2020.

**CARRIED**

R-5      Municipal Accommodation Tax Update

Report dated January 23, 2020 from the General Manager of Corporate Services regarding Municipal Accommodation Tax Update.

The following resolution was presented:

FA2020-14 Leduc/Kirwan: THAT the City of Greater Sudbury directs that the City's net portion of the Municipal Accommodation Tax be contributed to the "Tax Rate Stabilization Reserve" as outlined in the report entitled "Municipal Accommodation Tax Update", from the General Manager of Corporate Services, presented at the Finance and Administration meeting on February 11, 2020.

**CARRIED**

**Members' Motion**

No Motions were presented.

**Correspondence for Information Only**

I-1      Public Sale for Tax Arrears Under the Municipal Act - April 30, 2020

Report dated January 28, 2020 from the General Manager of Corporate Services regarding Public Sale for Tax Arrears Under the Municipal Act - April 30, 2020.

For Information Only.

**Addendum**

No Addendum was presented.

**Civic Petitions**

No Civic Petitions were submitted.

**Question Period**

No Questions were asked.

**Adjournment**

FA2020-15 Leduc/Kirwan: THAT this meeting does now adjourn. Time: 6:52 p.m.

**CARRIED**

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Eric Labelle, City Solicitor and  
Clerk